



State of New Jersey

DEPARTMENT OF EDUCATION

PO Box 500

TRENTON, NJ 08625-0500

MIKIE SHERRILL
Governor

DR. DALE G. CALDWELL
Lt. Governor

KEVIN DEHMER
Commissioner

January 27, 2026

Dr. Olga Chaban
Senior Program Coordinator
Rutgers University Center for Government Services
3 Rutgers Plaza, 3rd Floor
New Brunswick, NJ 08901

Re: Approval of Overnight Travel Waiver for 2026 NJ Annual Forum

Dear Dr. Chaban:

The New Jersey Department of Education has reviewed your request submitted on behalf of the Rutgers University Center for Government Services (CGS) seeking a waiver of the in-state overnight travel restriction to support 56th Annual Public Purchasing Educational Forum in Atlantic City, New Jersey, scheduled for April 28 – 30, 2026.

Under N.J.S.A. 18A:11-12, N.J.A.C. 6A:23A-7.11, and the State Department of Treasury OMB Circular 16-11, reimbursement for in-state overnight travel is generally prohibited. However, in accordance with N.J.A.C. 6A:23A-7.11(c), exceptions may be granted for events that are broad and multidisciplinary in scope, comprised of content-rich educational programming, and offer important professional development opportunities or required training. After carefully reviewing your submission, **it has been determined that the conference meets these criteria and is hereby approved.**

Waiver Approval Details:

- **Overnight lodging reimbursement** is approved for April 28 and 29, 2026, **only**.
- Reimbursement is limited to attendees whose **one-way commute exceeds 50 miles**.
- **Registration fees, mileage, and meals** may be reimbursed per the OMB Circulars 20-04 and 16-11.
- Districts must ensure attendance is limited to staff whose roles align with the conference's purpose or continuing education requirements.

We appreciate Rutgers University CGS's commitment to advancing education and wish you a successful event.

Sincerely,

A handwritten signature in black ink, appearing to read 'K. Dehmer', written over a white background.

Kevin Dehmer
Commissioner

KD/PB/mp

c: Senior Staff
Executive County Superintendent